



**AGENDA**

**FOR THE**

**REGULAR BOARD OF ALDERMEN MEETING**

**OF**

**MONDAY, SEPTEMBER 19, 2016**

**AT THE**

**MANCHESTER POLICE FACILITY**  
**200 HIGHLANDS BOULEVARD DRIVE**



REGULAR MEETING OF THE BOARD OF ALDERMEN

NEXT BILL: 16-2275

NEXT ORD: 16-2158

NEXT RES: 16-0570

DATE: MONDAY, SEPTEMBER 19, 2016 – 7:00 p.m.

MEETING TO BE HELD AT THE POLICE FACILITY  
200 HIGHLANDS BOULEVARD DRIVE

AGENDA

PAGE NO.

1. Call to Order:
  - a. Pledge of Allegiance to the Flag
  - b. Invocation
2. Roll Call and Statement of Quorum
3. Approval of the Minutes:
  - a. Minutes of the Public Hearing of Tuesday, September 6, 2016 regarding the 2016 property tax rates 1
  - b. Minutes of the Regular Board of Aldermen meeting of Tuesday, September 6, 2016 2 - 5
4. Establishment of Order of Items on the Agenda
5. Consideration of Petitions and Comments from the Public
  - a. Comments from the Public
6. Reports from the Mayor
  - a. Mayoral Report
7. Reports from the City Administrator

a.	List of Paid Bills (Warrant dates of September 4 - September 17, 2016)	6 - 19
8.	Reports from Committees	
a.	Planning and Zoning Commission	
b.	Homecoming Committee	
c.	Manchester Arts	
9.	Action on Old Bills	
a.	Bill # 16-2273 - An Ordinance establishing the 2016 property tax rates – second reading – Alderman Clement	20 - 22
10.	Introduction of New Bills	
a.	Resolution awarding bid for the Hanna Road Asphalt Overlay Project – Alderman Diehl	23 - 32
b.	Resolution to contract with St. Louis County for Participation in the Drug Task force – Alderman Stevens	33 - 36
c.	Resolution accepting services of United Healthcare for employee health insurance – Alderman Hamill	37 - 41
d.	Ordinance to contract for dispatching services with the City of Ballwin – Alderman Ottenad	42 - 51
11.	Miscellaneous	
a.	Comments from the Public	
12.	Adjournment	

Note: Due to ongoing City business, all meeting agendas should be considered tentative.

If you are a person with a disability or have special needs in order to participate in this public meeting, please contact City Administrator Andy Hixson no later than 72 hours before the meeting.

For more information, call:  
636-227-1385 VOICE  
1-800-735-2966 TDD  
1-800-735-2466 RELAY MISSOURI

*Posted Friday, September 16, 2016 at 3:30 p.m.*



**MINUTES OF THE PUBLIC HEARING OF  
TUESDAY, SEPTEMBER 6, 2016  
AT 200 HIGHLANDS BOULEVARD DRIVE  
REGARDING THE 2016 PROPERTY TAX LEVY**

Mayor David L. Willson called the Public Hearing of the Board of Aldermen to order at 7:00 p.m.

Roll call showed those present were Alderman Clement, Alderman Stevens, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. A quorum was present.

The following notice of the public hearing was then read:

“The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 p.m. on September 6, 2016 at Manchester Police Headquarters, 200 Highlands Boulevard, at which time citizens may comment on the proposed 2016 Property Tax Levy for the City’s General Operating Fund and Debt Service Fund. Specific discussion will be held regarding the current year rate ceiling and voluntary rate reduction.”

Mayor Willson advised that first the proponents would speak, then the opponents, and comments from the public, followed by questions from the members of the Board of Aldermen or the City Staff.

Director of Finance Dave Tuberty reviewed the City’s assessed valuation and rates for the General Operating Fund and the Debt Service Fund.

There were no opponents, no comments from the public, and no questions from the Board of Aldermen or City Staff.

Mayor Willson closed the public hearing at 7:08 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC  
City Clerk

*Note: This is a journal of the Public Hearing held Tuesday, September 6, 2016 (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING OF  
TUESDAY, SEPTEMBER 6, 2016  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**1. CALL TO ORDER**

Mayor David L. Willson called the Regular Board of Aldermen meeting to order at 7:08 p.m.

**2. ROLL CALL AND STATEMENT OF QUORUM**

Roll call showed those present were Alderman Clement, Alderman Stevens, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. A quorum was present.

**3. APPROVAL OF THE MINUTES**

**a. Minutes of the August 15, 2016 Regular Board of Aldermen meeting**

Alderman Hamill made the motion to approve the Minutes of the Monday, August 15, 2016 Regular Board of Alderman meeting. The motion was seconded by Alderman Clement and carried unanimously, without objection.

**b. Minutes of the August 29, 2016 Special Board of Alderman meeting**

Alderman Hamill made the motion to approve the Minutes of the Monday, August 29, 2016 Special Board of Alderman meeting. The motion was seconded by Alderman Clement and carried unanimously, without objection.

**4. Establishment of Order of Items on the Agenda**

Alderman Hamill made the motion to accept the Order of Items on the Agenda as submitted. The motion was seconded by Alderman Ottenad, and carried unanimously, without objection.

**5. Consideration of Petitions and Comments from the Public**

**a. Introduction of Boy Scouts**

Mayor Willson introduced Boy Scouts Cole Long and Rory Long; they are both from Troop 624, sponsored by St. Clement of Rome Parish in Des Peres.

**b. Revision of Temporary Liquor License**

1. American Legion 208 for the Manchester Homecoming Festival

Alderman Hamill made the motion to approve the revision of the temporary liquor license application. The motion was seconded by Alderman Clement and carried unanimously, without objection.

c. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Willson reported on August 21, he, along with many, attended the last Community Band Concert of the season; he attended the Planning and Zoning and Homecoming meetings; on August 25 along with City Administrator Hixson, they attended the West County Chamber of Commerce luncheon; on August 31 along with Director Bob Ruck, they met with Christine Paige from Missouri American Water Company; and on September 1 he attended the staff meeting.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of August 14 – September 3, 2016)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Homecoming Committee

Alderman Ottenad stated the Homecoming Committee met on August 24 at the American Legion Hall. There are 18 vendors who have reserved 25 spots for food and game booths. She said there are 17 vendors for Arts and Crafts. She advised that Cindy's Petting Zoo will again be back on Saturday and Sunday. The Goddard School and Lowe's have new activities for the children. She said there will be at least nine motorcycles participating in the Parade.

b. Manchester Arts

Alderman Stevens stated there is new artwork, Graphic Art, in the Board Room at the Police Facility. She advised that they have started preparations for the Artsfest in October.

c. Planning and Zoning Commission

Alderman Clement stated they did meet on August 22, and there were two cases, one being a request for a new pylon sign at the Treetop Center and one being site plan of an existing home to be expanded. Both were approved unanimously.

9. ACTION ON OLD BILLS

a. There were none

10. INTRODUCTION OF NEW BILLS

a. BILL ESTABLISHING 2016 PROPERTY TAX RATES

Alderman Clement introduced Bill # 16-2273, entitled: "AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2016", by title only.

Alderman Diehl asked if the rate is going to increase at all.

Alderman Clement stated the rate stays the same except that the property tax might be rolling back to the rate it was before.

Director of Finance Dave Tuberty answered that the plan is to roll the rates back to the rates that have been established for several years. He said the rates will not change if assessed valuations go up or down, except if it goes up too much in violation of the Hancock Amendment.

No further action at this time.

b. BILL APPOINTING THE DIRECTOR OF PLANNING, ZONING, AND ECONOMIC DEVELOPMENT

Alderman Stevens introduced Bill # 16-2274, entitled: "AN ORDINANCE APPOINTING MELANIE R. RIPPETOE AS THE DIRECTOR OF PLANNING, ZONING AND ECONOMIC DEVELOPMENT FOR THE CITY OF MANCHESTER, ESTABLISHING A RATE OF PAY FOR THAT POSITION AND, FURTHER, CONFIRMING THE DUTIES AND OBLIGATIONS OF THAT POSITION", by title only.

Alderman Stevens made a motion for approval of emergency legislation. The motion was seconded by Alderman Hamill, and carried unanimously, without objection.

Alderman Stevens read for the second time Bill # 16-2274, entitled: "AN ORDINANCE APPOINTING MELANIE R. RIPPETOE AS THE DIRECTOR OF PLANNING, ZONING AND ECONOMIC DEVELOPMENT FOR THE CITY OF MANCHESTER, ESTABLISHING A RATE OF PAY FOR THAT POSITION AND, FURTHER, CONFIRMING THE DUTIES AND OBLIGATIONS OF THAT POSITION", by title only.

Alderman Stevens made the motion that Bill # 16-2274 become Ordinance # 16-2157. The motion was seconded by Alderman Clement.

A poll of the Board showed:

Alderman Ottenad – aye  
Alderman Clement – aye  
Alderman Stevens – aye  
Alderman Hamill – aye  
Alderman Diehl – aye  
Alderman Baumann – aye

Mayor Willson announced the motion passed 6 – 0, with no objections.

c. RESOLUTION APPROVING CONTRACT WITH HORNER & SHIFRIN FOR CONSTRUCTION ENGINEERING SERVICES FOR THE HENRY AVENUE PROJECT

Alderman Baumann read Proposed Resolution # 16-0569, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED SIXTY THOUSAND FOUR HUNDRED FORTY-SEVEN DOLLARS AND NINETY-ONE CENTS (\$60,447.91) TO PROVIDE THE CITY WITH CONSTRUCTION ENGINEERING/INSPECTION SERVICES FOR THE HENRY AVENUE IMPROVEMENTS PROJECT IN THE CITY OF MANCHESTER", by title only.

Alderman Clement asked for clarification that if Horner and Shifrin is approved they would not be able to be the City's Engineer on this project.

Director of Public Works Bob Ruck answered that they would not be serving as City Engineer. He would be serving as what they call the "Person of Responsible Charge" for the project, as that person is required to be a full time employee representing the City.

Alderman Baumann made the motion for approval of Resolution # 16-0569. The motion was seconded by Alderman Clement and carried without objection.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. ADJOURNMENT

At 7:32 p.m., there being no further business, Alderman Hamill made the motion to adjourn. The motion was seconded by Alderman Clement and carried unanimously, without objection. The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MPCC  
City Clerk

*Note: This is a journal of the Board of Aldermen meeting held Tuesday, September 6, 2016 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.*





Manchester, MO

# Check Register

Packet: APPKT01199 - Check Run - 20160907

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
1029	Aramark Uniform Services	09/07/2016	Regular	0.00	115.80	47544
0051	Bo Beuckman Ford	09/07/2016	Regular	0.00	47.15	47545
1085	Breese Publishing Company	09/07/2016	Regular	0.00	2,838.00	47546
0060	Bussen Quarries, Inc.	09/07/2016	Regular	0.00	153.62	47547
1067	C.R. Frank Popcorn and Supply Co.	09/07/2016	Regular	0.00	74.76	47548
1037	Canon Financial Services, Inc.	09/07/2016	Regular	0.00	308.37	47549
0964	Capital One Commercial	09/07/2016	Regular	0.00	80.46	47550
1301	Deep Kleen and Maintenance, LLC	09/07/2016	Regular	0.00	1,850.00	47551
1877	Ferguson Enterprises, Inc.	09/07/2016	Regular	0.00	10.38	47552
0125	GFOA of Missouri	09/07/2016	Regular	0.00	100.00	47553
1033	GFOA of St. Louis	09/07/2016	Regular	0.00	17.00	47554
2497	Homecoming Drawing Award	09/07/2016	Regular	0.00	500.00	47555
2496	Homecoming Drawing Award	09/07/2016	Regular	0.00	250.00	47556
2721	Homecoming Drawing Award	09/07/2016	Regular	0.00	200.00	47557
1315	Homecoming Drawing Award	09/07/2016	Regular	0.00	300.00	47558
1031	Horner & Shifrin, Inc.	09/07/2016	Regular	0.00	8,074.60	47559
0153	Industrial Soap	09/07/2016	Regular	0.00	514.36	47560
0903	K & K Supply	09/07/2016	Regular	0.00	223.20	47561
0183	Leon Uniform	09/07/2016	Regular	0.00	448.00	47562
1255	Lifeguards Unlimited, Inc.	09/07/2016	Regular	0.00	9,580.00	47563
0148	Login, Inc./IACP Net - Membership	09/07/2016	Regular	0.00	875.00	47564
1087	Menards	09/07/2016	Regular	0.00	7.93	47565
2388	Missouri Division of Fire Safety	09/07/2016	Regular	0.00	25.00	47566
1988	N. B. West Contracting Company	09/07/2016	Regular	0.00	324.50	47567
0643	NuWay Concrete Forms, Inc.	09/07/2016	Regular	0.00	49.50	47568
2747	Phillips 66 CO./SYNCB	09/07/2016	Regular	0.00	133.97	47569
2430	PPG Architectural Finishes	09/07/2016	Regular	0.00	131.08	47570
0805	PreSort, Inc.	09/07/2016	Regular	0.00	2,418.50	47571
1127	Rick or Karen Zelle	09/07/2016	Regular	0.00	500.00	47572
0283	Safeguard Business Systems Inc.	09/07/2016	Regular	0.00	364.29	47573
0285	Sam's Club / GECF	09/07/2016	Regular	0.00	179.56	47574
2038	Southern Computer Warehouse	09/07/2016	Regular	0.00	138.98	47575
0315	Stonegate Auto Parts Inc.	09/07/2016	Regular	0.00	6.48	47576
0324	TerraFil Incorporated	09/07/2016	Regular	0.00	648.00	47577
1138	The Garvin Group, LLC	09/07/2016	Regular	0.00	1,000.00	47578
1652	Tope Plumbing, Inc.	09/07/2016	Regular	0.00	2,370.00	47579
0337	Valley Material	09/07/2016	Regular	0.00	2,495.05	47580

## Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	53	37	0.00	37,353.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>53</b>	<b>37</b>	<b>0.00</b>	<b>37,353.54</b>



Manchester, MO

# Check Register

Packet: APPKT01208 - Check Run - 20160914

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
0009	Ameren Missouri	09/14/2016	Regular	0.00	21,680.55	47581
2394	American Locksmiths	09/14/2016	Regular	0.00	323.84	47582
2154	Animal Care Service, Inc.	09/14/2016	Regular	0.00	100.00	47583
1029	Aramark Uniform Services	09/14/2016	Regular	0.00	130.15	47584
0299	AT&T	09/14/2016	Regular	0.00	281.46	47585
0489	Blue Tarp Financial, Inc.	09/14/2016	Regular	0.00	39.99	47586
0060	Bussen Quarries, Inc.	09/14/2016	Regular	0.00	160.46	47587
0063	Callier's Catering	09/14/2016	Regular	0.00	626.93	47588
2414	Chuck's Boots	09/14/2016	Regular	0.00	89.99	47589
1124	Cindy Farmer, LLC	09/14/2016	Regular	0.00	90.00	47590
1688	CK Power Products Corp.	09/14/2016	Regular	0.00	560.00	47591
0077	Coca-Cola Refreshments	09/14/2016	Regular	0.00	349.68	47592
1418	Concannon & Jaeger	09/14/2016	Regular	0.00	150.00	47593
1970	Copying Concepts	09/14/2016	Regular	0.00	349.93	47594
0090	County Treasurer - St. Louis Co.	09/14/2016	Regular	0.00	392.00	47595
0094	Dale Sign Service	09/14/2016	Regular	0.00	229.50	47596
2550	Dharma Trading Co.	09/14/2016	Regular	0.00	154.24	47597
2770	Encore Entertainment	09/14/2016	Regular	0.00	800.00	47598
2793	Family Support Division	09/14/2016	Regular	0.00	93.75	47599
2173	Family Support Payment Center	09/14/2016	Regular	0.00	213.70	47600
2173	Family Support Payment Center	09/14/2016	Regular	0.00	400.00	47601
1877	Ferguson Enterprises, Inc.	09/14/2016	Regular	0.00	91.84	47602
2178	GovDeals	09/14/2016	Regular	0.00	45.78	47603
0903	K & K Supply	09/14/2016	Regular	0.00	478.88	47604
0168	Kelly's Engraving & Trophies	09/14/2016	Regular	0.00	375.00	47605
1763	Konica Minolta Business Solutions U	09/14/2016	Regular	0.00	121.95	47606
0559	Lawrence Fabric Structures, Inc.	09/14/2016	Regular	0.00	550.00	47607
1250	Lewis, Rice L.L.C.	09/14/2016	Regular	0.00	2,596.21	47608
1653	McMaster-Carr Supply Co.	09/14/2016	Regular	0.00	130.07	47609
1087	Menards	09/14/2016	Regular	0.00	7.36	47610
2824	Metropolitan Compounds, Inc.	09/14/2016	Regular	0.00	93.92	47611
1261	Midwest Elevator Co., Inc.	09/14/2016	Regular	0.00	378.62	47612
2712	Midwest Sheet Music	09/14/2016	Regular	0.00	58.50	47613
0205	Midwest Systems Truck Equipment	09/14/2016	Regular	0.00	124.00	47614
0223	Missouri Dept. Of Revenue	09/14/2016	Regular	0.00	1,396.50	47615
2540	NAPA Auto Parts	09/14/2016	Regular	0.00	107.37	47616
0092	Northwest Automotive & Croft Trail	09/14/2016	Regular	0.00	73.76	47617
2079	Ozarc/Gas Equipment & Supply, Inc.	09/14/2016	Regular	0.00	21.50	47618
0141	Patrick R. Gunn	09/14/2016	Regular	0.00	6,300.00	47619
0268	Praxair Distribution Inc.	09/14/2016	Regular	0.00	101.53	47620
0284	Safety-Kleen Systems, Inc.	09/14/2016	Regular	0.00	168.85	47621
0285	Sam's Club / GECF	09/14/2016	Regular	0.00	270.00	47622
2787	Servpro Oakville-Mehlville	09/14/2016	Regular	0.00	100.00	47623
0294	St. Louis Area Insurance Trust	09/14/2016	Regular	0.00	4,677.00	47624
0324	Terrafl Incorporated	09/14/2016	Regular	0.00	816.00	47625
2129	The Newsmagazine Network	09/14/2016	Regular	0.00	925.00	47626
1652	Tope Plumbing, Inc.	09/14/2016	Regular	0.00	7,325.00	47627
0310	Treasurer, St. Louis County	09/14/2016	Regular	0.00	1,016.50	47628
0331	Treasurer-State of Missouri	09/14/2016	Regular	0.00	196.00	47629
2018	Tyler Technologies, Inc.	09/14/2016	Regular	0.00	3,500.00	47630
0970	Uline	09/14/2016	Regular	0.00	22.55	47631

## Check Register

Packet: APPKT01208-Check Run - 20160914

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0337	Valley Material	09/14/2016	Regular	0.00	6,367.47	47632

## Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	70	52	0.00	65,653.33
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	70	52	0.00	65,653.33



Manchester, MO

# Board Approval Report

## By Vendor Name

Payment Dates 09/04/2016 - 09/10/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
Vendor: 1029 - Aramark Uniform Services 09/07/2016	311485185	Uniforms Cleaned, Mats&Shop Towels, Mats - 8/31/16	Mats - 8/31/16	Uniforms & Equipment	10-460-4160	08/31/2016	9.50
09/07/2016	311485185	Uniforms Cleaned, Mats&Shop Towels, Mats - 8/31/16	Uniforms Cleaned - 8/31/16	Uniforms & Equipment	10-470-4160	08/31/2016	72.35
09/07/2016	311485185	Uniforms Cleaned, Mats&Shop Towels, Mats - 8/31/16	Mats & Shop Towels - 8/31/16	Building Maintenance & Re	10-470-4295	08/31/2016	33.95
Vendor 1029 - Aramark Uniform Services Total:							115.80
Vendor: 0051 - Bo Beuckman Ford 09/07/2016	301816	Front bumper left side plastic moulding - Truck 125	Front bumper left side plastic moulding - Truck 125	Vehicle - Maintenance & Rep	10-470-4285	08/31/2016	47.15
Vendor 0051 - Bo Beuckman Ford Total:							47.15
Vendor: 1085 - Breese Publishing Company 09/07/2016	103822	Printing of Fall "Message" w/Parks Inserts	Printing of Fall "Message" w/Parks Inserts	Newsletters	10-420-4190	08/22/2016	2,105.00
09/07/2016	103822	Printing of Fall "Message" w/Parks Inserts	Printing of Fall "Message" w/Parks Inserts	Public Relations	10-460-4170	08/22/2016	733.00
Vendor 1085 - Breese Publishing Company Total:							2,838.00
Vendor: 0060 - Bussen Quarries, Inc. 09/07/2016	207529	(16.17) Tons MSD1 Stone - Street work	(16.17) Tons MSD1 Stone - Street work	Concrete Street Replacemen	50-470-6310	08/15/2016	153.62
Vendor 0060 - Bussen Quarries, Inc. Total:							153.62
Vendor: 1067 - C.R. Frank Popcorn and Supply Co. 09/07/2016	906391	Concession Supplies	Popcorn, salt, Hot dogs, Chicken Taquitos	Concession Supplies	10-450-4230	08/30/2016	74.76
Vendor 1067 - C.R. Frank Popcorn and Supply Co. Total:							74.76
Vendor: 1037 - Canon Financial Services, Inc. 09/07/2016	16399827	Graphics Equip. Lease & copy chgs. - 8/1-8/31/16	Graphics Equip. Lease & copy chgs. - 8/1-8/31/16	Equipment Rental	10-425-4280	08/13/2016	308.37
Vendor 1037 - Canon Financial Services, Inc. Total:							308.37
Vendor: 0964 - Capital One Commercial 09/07/2016	xxxx-xxxx-9245-8/26/1	COSTCO purchases - August	(7) Pizzas - Concessions	Concession Supplies	10-450-4230	08/26/2016	75.47

## Board Approval Report

Board Approval Report				Payment Dates: 09/04/2016 - 09/10/2016			
Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/07/2016	xxxx xxxx xxxx-9245-8/26/1	COSTCO purchases - August	Case Water for Community Band Concert - 8/14/16	Program Supplies	85-485-4210	08/26/2016	4.99
Vendor: 1301 - Deep Kleen and Maintenance, LLC				Vendor 0964 - Capital One Commercial Total:			
09/07/2016	2016-508	Janitorial Services - August	Janitorial Services - August	Building - Maintenance & Re	10-470-4295	09/01/2016	1,850.00
Vendor: 1877 - Ferguson Enterprises, Inc.				Vendor 1301 - Deep Kleen and Maintenance, LLC Total:			
09/07/2016	2645643	Flush valve repair kit - Pub. Wks.	Flush valve repair kit - Pub. Wks.	Building - Maintenance & Re	10-470-4295	08/25/2016	5.19
09/07/2016	2649154	Flush Valve Repair Kit - Pub. Wks.	Flush Valve Repair Kit - Pub. Wks.	Building - Maintenance & Re	10-470-4295	08/29/2016	5.19
Vendor: 0125 - GFOA of Missouri				Vendor 1877 - Ferguson Enterprises, Inc. Total:			
09/07/2016	300000764 - C. Sweeney	GFOA Missouri Member Dues - 2016-17 - C. Sweeney	GFOA Missouri Member Dues - 2016-17 - C. Sweeney	Dues & Subscriptions	10-430-4260	09/01/2016	50.00
09/07/2016	300000904	GFOA Missouri Member Dues - 2016-17 - D. Tuberty	GFOA Missouri Member Dues - 2016-17 - D. Tuberty	Dues & Subscriptions	10-430-4260	09/01/2016	50.00
Vendor: 1033 - GFOA of St. Louis				Vendor 0125 - GFOA of Missouri Total:			
09/07/2016	D. Tuberty - 9/14/16 Mtg.	GFOA Lunch/Mtg - 9/14/16 - D. Tuberty	GFOA Lunch/Mtg - 9/14/16 - D. Tuberty	Travel/Meetings	10-430-4175	09/14/2016	17.00
Vendor: 1315 - Homecoming Drawing Award				Vendor 1033 - GFOA of St. Louis Total:			
09/07/2016	Donation - Commerce Bank	Drawing Award from Commerce Bank Donation	Drawing Award from Commerce Bank Donation	Homecoming Donation	65-565-5685	09/01/2016	300.00
Vendor: 2496 - Homecoming Drawing Award				Vendor 1315 - Homecoming Drawing Award Total:			
09/07/2016	Donaton - Schrader Funeral	Drawing Award from Schrader Funeral Home Don	Drawing Award from Schrader Funeral Home Don	Homecoming Donation	65-565-5685	09/01/2016	250.00
Vendor: 2497 - Homecoming Drawing Award				Vendor 2496 - Homecoming Drawing Award Total:			
09/07/2016	Donation - Eagle Bank	Drawing Award - From Eagle Bank Donation	Drawing Award - From Eagle Bank Donation	Homecoming Donation	65-565-5685	09/01/2016	500.00
Vendor: 2721 - Homecoming Drawing Award				Vendor 2497 - Homecoming Drawing Award Total:			
09/07/2016	Donalton - Allen Roofing	Drawing Award from Allen Roofing Donation	Drawing Award from Allen Roofing Donation	Homecoming Donation	65-565-5685	09/01/2016	200.00
Vendor: 1031 - Horner & Shifrin, Inc.				Vendor 2721 - Homecoming Drawing Award Total:			
09/07/2016	51627	Engineering Services - July	9 hrs. Street Assessment - Jul	Professional Fees	10-420-4165	08/17/2016	906.37

**Board Approval Report**

Payment Dates: 09/04/2016 - 09/10/2016			Payment Dates: 09/04/2016 - 09/10/2016		
Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number
09/07/2016	51627	Engineering Services - July	88.25 hrs. - Engineer - Street Inventory - July	Concrete Street Replacemen	50-470-6310
Vendor: 0153 - Industrial Soap			Vendor 1031 - Horner & Shifrin, Inc. Total:		
09/07/2016	1031353	Glass Cleaner, Trash Bags, Bath tissue	Polyliner Envirtex 36x60 - Case	Field Supplies	10-450-4220
09/07/2016	1031353	Glass Cleaner, Trash Bags, Bath tissue	Polyliner 24x33 - Case	Field Supplies	10-450-4220
09/07/2016	1031353	Glass Cleaner, Trash Bags, Bath tissue	Envirotex JR. Bath Tissue Cas	Field Supplies	10-450-4220
09/07/2016	1031353	Glass Cleaner, Trash Bags, Bath tissue	Glass Cleaner - 1 case	Field Supplies	10-450-4220
Vendor: 0903 - K & K Supply			Vendor 0153 - Industrial Soap Total:		
09/07/2016	32623	(2) 2x4 ADA Mat - Sidewalk repair	(2) 2x4 ADA Mat - Sidewalk repair	Concrete Sidewalk Replacem	50-470-6320
Vendor: 0183 - Leon Uniform			Vendor 0903 - K & K Supply Total:		
09/07/2016	385464-01	SS Nvy Micro Zip shirt - D. West	SS Nvy Micro Zip shirt - D. West	Uniforms & Equipment	10-440-4160
09/07/2016	386449	(6)SS Polo AcademyBlue	(6)SS Polo AcademyBlue- Yount, Davis, Banis, Berges, Ab	Uniforms & Equipment	10-440-4160
09/07/2016	386488-01	Sew Chevrons on 13 shirts, Jacket - R. Rains	Sew Chevrons on 13 shirts, Jacket - R. Rains	Uniforms & Equipment	10-440-4160
09/07/2016	387281	Bodyshield Vest Carrier Nvy - Skaggs	Bodyshield Vest Carrier Nvy - Skaggs	Uniforms & Equipment	10-440-4160
Vendor: 1255 - Lifeguards Unlimited, Inc.			Vendor 0183 - Leon Uniform Total:		
09/07/2016	40475	Lifeguarding Management Fee - September	2016 Aquatic Center Management Fee	Professional Fees	10-450-4165
Vendor: 0148 - Login, Inc./IACP Net - Membership			Vendor 1255 - Lifeguards Unlimited, Inc. Total:		
09/07/2016	28338	Annual IACP Net Service access - 10/27/16-10/26/17	Annual IACP Net Service access - 10/27/16-10/26/17	Dues & Subscriptions	10-440-4260
Vendor: 1087 - Menards			Vendor 0148 - Login, Inc./IACP Net - Membership Total:		
09/07/2016	70438 - #33100259	24" Wht Shelf, 7" Wht Brackets - PD Men's locker	24" Wht Shelf, 7" Wht Brackets - PD Men's locker	Building - Maintenance & Re	10-470-4295
Vendor: 2388 - Missouri Division of Fire Safety			Vendor 1087 - Menards Total:		
09/07/2016	E16-74556	Elevator Certificate fee - Police Facility	Elevator Certificate fee - Police Facility	Building - Maintenance & Re	10-470-4295
			Vendor 2388 - Missouri Division of Fire Safety Total:		

## Board Approval Report

Payment Dates: 09/04/2016 - 09/10/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
Vendor: 1988 - N. B. West Contracting Company 09/07/2016	107137	(2.95) Tons UPM Asphalt	(2.95) Tons UPM Asphalt	Streets - Maintenance & Rep	10-470-4310	09/02/2016	324.50
Vendor: 0643 - NuWay Concrete Forms, Inc. 09/07/2016	1002367	Tactile Bond & Seal for Sidewalk ADA Mat	Tactile Bond & Seal for Sidewalk ADA Mat	Concrete Sidewalk Replacem	50-470-6320	08/12/2016	324.50
Vendor: 2747 - Phillips 66 CO./SYNCB 09/07/2016	xxxx-xxxx-xxxx-7023-8/25/16	Gas in Cans - August	Gas in Cans - August	Gas & Oil	10-460-4315	08/25/2016	49.50
09/07/2016	xxxx-xxxx-xxxx-7023-8/25/16	Gas in Cans - August	Gas in Cans - August	Gas & Oil	10-470-4315	08/25/2016	78.87
Vendor: 2430 - PPG Architectural Finishes 09/07/2016	941402095292 adj.	(2) Gal Clear Coat for field box painting	(2) Gal Clear Coat for field box painting	Field Supplies	85-485-4220	08/04/2016	55.10
Vendor: 0805 - PreSort, Inc. 09/07/2016	244789	Sort & Mail Fall "Message"	Sort & Mail Fall "Message"	Postage	10-420-4265	08/25/2016	133.97
09/07/2016	244789	Sort & Mail Fall "Message"	Sort & Mail Fall "Message"	Postage	10-460-4265	08/25/2016	21.94.90
Vendor: 1127 - Rick or Karen Zelle 09/07/2016	Performance - 9/11/16	The Zelles Performance at Homecoming - 9/11/16	The Zelles Performance at Homecoming - 9/11/16	Professional Fees	65-465-4165	09/01/2016	223.60
Vendor: 0283 - Safeguard Business Systems Inc. 09/07/2016	031657754	(3,000) City A/P Checks	(3,000) City A/P Checks	Office Supplies	10-430-4215	08/25/2016	500.00
Vendor: 0285 - Sam's Club / GECF 09/07/2016	01013	(5) Cases Soda for machines	(5) Cases Soda for machines	Miscellaneous	10-470-4325	08/26/2016	500.00
09/07/2016	07107	(3) Cases Bottled Water	(3) Cases Bottled Water	Miscellaneous	10-470-4325	08/19/2016	364.29
09/07/2016	07340	(3) Cases Bottled Water	(3) Cases Bottled Water	Miscellaneous	10-470-4325	08/08/2016	364.29
09/07/2016	07726	(3) Cases Asst Soda for Machines	(3) Cases Asst Soda for Machines	Miscellaneous	10-470-4325	08/10/2016	38.90
09/07/2016	07745	(2) Cases Water, (3) Cases soda for machines	(2) Cases Water, (3) Cases soda for machines	Miscellaneous	10-470-4325	08/29/2016	8.97
09/07/2016	08802	(4) Box Klondike Bars, (3) Coffee	(4) Box Klondike Bars - for National Night Out	Public Relations	10-440-4170	08/02/2016	8.97
09/07/2016	08802	(4) Box Klondike Bars, (3) Coffee	(3) Coffee	Office Supplies	10-440-4215	08/02/2016	26.94
Vendor: 0285 - Sam's Club / GECF Total:							29.92
							35.92
							29.94
							179.56

## Board Approval Report

Payment Dates: 09/04/2016 - 09/10/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
<b>Vendor: 2038 - Southern Computer Warehouse</b>							
09/07/2016	IN-000363195	Replacement Fiber Optic Converters - Parks	Replacement Fiber Optic Converters - Parks	Small Tools & Equipment	10-425-4320	08/15/2016	138.98
Vendor 2038 - Southern Computer Warehouse Total:							138.98
<b>Vendor: 0315 - Stonegate Auto Parts Inc.</b>							
09/07/2016	474409 - Adj.	Bal. Due on Inv. 474409	Bal. Due on Inv. 474409	Vehicle - Maintenance & Rep	10-470-4285	08/25/2016	0.09
09/07/2016	475003	Engine oil filter - Police Utility Cart	Engine oil filter - Police Utility Cart	Equipment - Maintenance &	10-470-4290	08/31/2016	6.39
Vendor 0315 - Stonegate Auto Parts Inc. Total:							6.48
<b>Vendor: 0324 - Terrafl Incorporated</b>							
09/07/2016	0000011798	(1) Load Clean Fill to Landfill - Sidewalk Repair	(1) Load Clean Fill to Landfill - Sidewalk Repair	Concrete Sidewalk Replacem	50-470-6320	08/12/2016	48.00
09/07/2016	0000011838	(8) Loads Clean Fill to Landfill w/Mud Chgs.	(8) Loads Clean Fill to Landfill w/Mud Chgs.	Concrete Street Replacemen	50-470-6310	08/16/2016	504.00
09/07/2016	0000011873	(1) Load Clean Fill to Landfill - Labor Sidewalk	(1) Load Clean Fill to Landfill - Labor Sidewalk	Concrete Sidewalk Replacem	50-470-6320	08/17/2016	48.00
09/07/2016	0000011914	(1) Load Clean Fill to Landfill - Streets	(1) Load Clean Fill to Landfill - Streets	Concrete Street Replacemen	50-470-6310	08/18/2016	48.00
Vendor 0324 - Terrafl Incorporated Total:							648.00
<b>Vendor: 1138 - The Garvin Group, LLC</b>							
09/07/2016	90316-A	Carpet Cleaning - City Hall	Carpet Cleaning - City Hall	Building - Maintenance & Re	10-470-4295	09/04/2016	500.00
09/07/2016	90316-B	Carpet Cleaning - Police Facility	Carpet Cleaning - Police Facility	Building - Maintenance & Re	10-470-4295	09/04/2016	500.00
Vendor 1138 - The Garvin Group, LLC Total:							1,000.00
<b>Vendor: 1652 - Tope Plumbing, Inc.</b>							
09/07/2016	107234	1705 Derrynane - Sewer Repair	1705 Derrynane - Sewer Repair	Capital Improvement	70-470-4500	08/23/2016	2,370.00
Vendor 1652 - Tope Plumbing, Inc. Total:							2,370.00
<b>Vendor: 0337 - Valley Material</b>							
09/07/2016	159952	(23.0) Cu Yds 6 SK Meramec "C" Asphalt w/1/2% Ret.	(23.0) Cu Yds 6 SK Meramec "C" Asphalt w/1/2% Ret.	Concrete Street Replacemen	50-470-6310	08/12/2016	2,055.05
09/07/2016	160005	(5) Cu Yds 6 SK Meramec "C" Asphalt	(5) Cu Yds 6 SK Meramec "C" Asphalt	Concrete Sidewalk Replacem	50-470-6320	08/17/2016	440.00
Vendor 0337 - Valley Material Total:							2,495.05
Grand Total:							37,353.54





Manchester, MO

# Board Approval Report

## By Vendor Name

Payment Dates 09/11/2016 - 09/17/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
<b>Vendor: 0009 - Ameren Missouri</b>							
09/14/2016	0341004013 - 9/2/16	Lighting Service - 8/01-9/01/16	Lighting Service - 8/01-9/01/16	Street Lighting	10-470-4236	09/02/2016	19,658.09
09/14/2016	12571-10057 - 7/27/16	New Street Light - 733 La Bonne Pkwy	New Street Light - 733 La Bonne Pkwy	Street Light Installation or Re	50-470-6560	08/17/2016	2,022.46
<b>Vendor 0009 - Ameren Missouri Total:</b>							<b>21,680.55</b>
<b>Vendor: 2394 - American Locksmiths</b>							
09/14/2016	80487	Rekey Jail/Bldg - (6) New Dup. Keys, Labor 2.5 hrs	Rekey Jail/Bldg - (6) New Dup. Keys, Labor 2.5 hrs	Building - Maintenance & Re	10-470-4295	09/06/2016	323.84
<b>Vendor 2394 - American Locksmiths Total:</b>							<b>323.84</b>
<b>Vendor: 2154 - Animal Care Service, Inc.</b>							
09/14/2016	AUG 2016	Removal of deceased deer - 709 Muirkirk	Removal of deceased deer - 709 Muirkirk	Waste Management Progra	10-470-4360	08/31/2016	100.00
<b>Vendor 2154 - Animal Care Service, Inc. Total:</b>							<b>100.00</b>
<b>Vendor: 1029 - Aramark Uniform Services</b>							
09/14/2016	311510253	Uniforms cleaned, Mats & Shop Towels, Mats - 9/7/16	Mats - 9/7/16	Uniforms & Equipment	10-460-4160	09/07/2016	9.50
09/14/2016	311510253	Uniforms cleaned, Mats & Shop Towels, Mats - 9/7/16	Uniforms cleaned - 9/7/16	Uniforms & Equipment	10-470-4160	09/07/2016	86.70
09/14/2016	311510253	Uniforms cleaned, Mats & Shop Towels, Mats - 9/7/16	Mats & Shop Towels - 9/7/16	Building - Maintenance & Re	10-470-4795	09/07/2016	33.95
<b>Vendor 1029 - Aramark Uniform Services Total:</b>							<b>130.15</b>
<b>Vendor: 0299 - AT&amp;T</b>							
09/14/2016	314A73-0690862-4 - 8/25/16	Telephone service - 8/25-9/24/16	Telephone service - 8/25-9/24/16	Telephone	10-420-4245	08/25/2016	281.46
<b>Vendor 0299 - AT&amp;T Total:</b>							<b>281.46</b>
<b>Vendor: 0489 - Blue Tarp Financial, Inc.</b>							
09/14/2016	#119883 Inv#36033930	Annual Renewal - Hotline - Northern Tool	Annual Renewal - Hotline - Northern Tool	Dues & Subscriptions	10-460-4260	08/22/2016	39.99
<b>Vendor 0489 - Blue Tarp Financial, Inc. Total:</b>							<b>39.99</b>
<b>Vendor: 0060 - Bussen Quarries, Inc.</b>							
09/14/2016	208187	(16.89) Tons MSD1 Stone - Street work	(16.89) Tons MSD1 Stone - Street work	Concrete Street Replacemen	50-470-6310	08/22/2016	160.46
<b>Vendor 0060 - Bussen Quarries, Inc. Total:</b>							<b>160.46</b>

# Board Approval Report

Payment Dates: 09/11/2016 - 09/17/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
<b>Vendor: 0063 - Callier's Catering</b>							
09/14/2016	22410	(55) Asst Sandwiches, Salad, Pasta con Broccoli	(55) Asst Sandwiches, Salad, Pasta con Broccoli	Business Lunch/Dinner	65-465-4180	09/11/2016	626.93
Vendor 0063 - Callier's Catering Total:							626.93
<b>Vendor: 2414 - Chuck's Boots</b>							
09/14/2016	16-5143	Duty boots - M. Fierce	Duty boots - M. Fierce	Uniforms & Equipment	10-440-4160	08/21/2016	89.99
Vendor 2414 - Chuck's Boots Total:							89.99
<b>Vendor: 1124 - Cindy Farmer, LLC</b>							
09/14/2016	1480 - Mileage	Mileage for Petting zoo & Ponies at Homecoming	Mileage for Petting zoo & Ponies at Homecoming	Professional Fees	65-465-4165	09/09/2016	90.00
Vendor 1124 - Cindy Farmer, LLC Total:							90.00
<b>Vendor: 1688 - CK Power Products Corp.</b>							
09/14/2016	SVI0359787	Inspection, Oil sample- Kohler Generator - Pub. Wks	Inspection, Oil sample- Kohler Generator - Pub. Wks	Building - Maintenance & Re	10-470-4295	08/23/2016	560.00
Vendor 1688 - CK Power Products Corp. Total:							560.00
<b>Vendor: 0077 - Coca-Cola Refreshments</b>							
09/14/2016	3878142326	Rasp Tea, MMaid Lemonade, Coke, Sprite	Rasp Tea, MMaid Lemonade, Coke, Sprite	Concession Supplies	10-450-4230	09/01/2016	349.68
Vendor 0077 - Coca-Cola Refreshments Total:							349.68
<b>Vendor: 1418 - Concannon &amp; Jaeger</b>							
09/14/2016	LG 34239	Attendance of Reporter - Bd. of Adj. Mtg - 9/8/16	Attendance of Reporter - Bd. of Adj. Mtg - 9/8/16	Professional Fees	10-475-4165	09/12/2016	150.00
Vendor 1418 - Concannon & Jaeger Total:							150.00
<b>Vendor: 1970 - Copying Concepts</b>							
09/14/2016	1248214	Copier lease - 9/01-9/30/16 - overages 6/1-8/31/16	Copier lease - Sept.-Park - overages 6/1-8/31/16	Equipment Rental	10-425-4280	09/01/2016	194.00
09/14/2016	1248214	Copier lease - 9/01-9/30/16 - overages 6/1-8/31/16	Copier lease Sept.-Park - City overages 6/1-8/31/16	Equipment Rental	10-425-4280	09/01/2016	77.97
09/14/2016	1248214	Copier lease - 9/01-9/30/16 - overages 6/1-8/31/16	Copier lease - Park - overages 6/1-8/31/16	Office Supplies	10-460-4215	09/01/2016	77.96
Vendor 1970 - Copying Concepts Total:							349.93
<b>Vendor: 0090 - County Treasurer - St. Louis Co.</b>							
09/14/2016	Aug. '16 Dom. Viol. Collected	Domestic Violence Collections Pmt. - August	Domestic Violence Collections Pmt. - August	Domestic Violence DV	10-540-5430	08/31/2016	392.00
Vendor 0090 - County Treasurer - St. Louis Co. Total:							392.00
<b>Vendor: 0094 - Dale Sign Service</b>							
09/14/2016	128679	(9) Dbl Face 24"x18" Homecoming Signs, Wire Stands	(9) Dbl Face 24"x18" Homecoming Signs, Wire Stands	Public Relations	65-465-4170	08/29/2016	229.50
Vendor 0094 - Dale Sign Service Total:							229.50

## Board Approval Report

Payment Date		Payable Number	Description (Payable)		Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 09/11/2016 - 09/17/2016	
Vendor: 2550 - Dharma Trading Co.										
09/14/2016	1794363		(18)Asst. Fiber Reactive Dyes	(18)Asst. Fiber Reactive Dyes	Program Supplies		10-460-4210	08/24/2016		Amount
Vendor 2550 - Dharma Trading Co. Total:										154.24
										154.24
Vendor: 2770 - Encore Entertainment										
09/14/2016	Sept.23rd Performance		Encore Band performance -	Encore Band performance -	9/23/16	Program Supplies	10-460-4210	09/01/2016		800.00
Vendor 2770 - Encore Entertainment Total:										800.00
Vendor: 1877 - Ferguson Enterprises, Inc.										
09/14/2016	2650367		(2) Lo Consumption Toilet Flush Valve Repair Kit	(2) Lo Consumption Toilet Flush Valve Repair Kit		Building - Maintenance & Re	10-470-4295	08/31/2016		91.84
Vendor 1877 - Ferguson Enterprises, Inc. Total:										91.84
Vendor: 2178 - GovDeals										
09/14/2016	1993-082016		Fee for Sale of Merchandise on GovDeals	Fee for Sale of Wooden Ramps		Miscellaneous Park	10-561-5620	08/31/2016		5.00
09/14/2016	1993-082016		Fee for Sale of Merchandise on GovDeals	Fee for Sale of Misc. Lumber		Miscellaneous Park	10-561-5620	08/31/2016		24.52
09/14/2016	1993-082016		Fee for Sale of Merchandise on GovDeals	Fee for Sale of Plastic Lumbe		Miscellaneous Park	10-561-5620	08/31/2016		5.00
09/14/2016	1993-082016		Fee for Sale of Merchandise on GovDeals	Fee for Sale of Used Railroad Ties		Miscellaneous Park	10-561-5620	08/31/2016		11.26
Vendor 2178 - GovDeals Total:										45.78
Vendor: 0903 - K & K Supply										
09/14/2016	34331		Hand held Blower	Hand held Blower		Small Tools & Equipment	10-460-4320	08/24/2016		180.00
09/14/2016	34511		(2) Column Tube 36"x12"	(2) Column Tube 36"x12"		Streets - Maintenance & Rep	10-470-4310	08/25/2016		298.88
Vendor 0903 - K & K Supply Total:										478.88
Vendor: 0168 - Kelly's Engraving & Trophies										
09/14/2016	7078		Plaques for Parade, Citizen of the Year, Best School	Plaques for Parade, Citizen of the Year, Best School		Public Relations	65-465-4170	09/06/2016		375.00
Vendor 0168 - Kelly's Engraving & Trophies Total:										375.00
Vendor: 1763 - Konica Minolta Business Solutions USA, Inc.										
09/14/2016	9002696188		Qtrly Maint. - Pub Wks Copier - 5/28-8/27/16	Qtrly Maint. - Pub Wks Copier - 5/28-8/27/16		Equipment Rental	10-425-4280	08/27/2016		121.95
Vendor 1763 - Konica Minolta Business Solutions USA, Inc. Total:										121.95
Vendor: 0559 - Lawrence Fabric Structures, Inc.										
09/14/2016	036995		Labor to repair (9) Tent Tops	Labor to repair (9) Tent Tops		Equipment - Maintenance &	10-450-4290	08/25/2016		550.00
Vendor 0559 - Lawrence Fabric Structures, Inc. Total:										550.00
Vendor: 1250 - Lewis, Rice L.L.C.										
09/14/2016	1247771 - 6/6/16		Pool Tax Consortium - Litigation thru 3/31/16	Pool Tax Consortium - Litigation thru 3/31/16		Professional Fees	10-420-4165	09/01/2016		2,596.21
Vendor 1250 - Lewis, Rice L.L.C. Total:										2,596.21

## Board Approval Report

Board Approval Report			Payment Dates: 09/11/2016 - 09/17/2016				
Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
Vendor: 1653 - McMaster-Carr Supply Co. 09/14/2016	69408342 - 7/11/16	(5) Weather resistant steel cont., SS Mach Screws	(5) Weather resistant steel cont., SS Mach Screws	Building - Maintenance & Rep	10-460-4295	08/01/2016	130.07
Vendor: 1087 - Menards 09/14/2016	71001 - #33100259	(2) Stops Rust Gloss Nite tide paint - truck body	(2) Stops Rust Gloss Nite tide paint - truck body	Vehicle - Maintenance & Rep	10-470-4285	08/25/2016	7.36
Vendor: 2824 - Metropolitan Compounds, Inc. 09/14/2016	Freight - #0064665	Freight chgs on Concrete for Release Agent 3 gal.	Freight chgs on Concrete for Release Agent 3 gal.	Concrete Street Replacemen	50-470-6310	09/15/2016	46.96
09/14/2016	Freight Chgs-#0064664	Freight chgs on Concrete form Release Agent	Freight chgs on Concrete form Release Agent	Concrete Street Replacemen	50-470-6310	08/30/2016	46.96
Vendor: 1261 - Midwest Elevator Co., Inc. 09/14/2016	56943	Elevator Maint. - Sept - Police Facility	Elevator Maint. - Sept - Police Facility	Building - Maintenance & Re	10-470-4295	09/01/2016	266.90
09/14/2016	56944	Chair Lift Maint - Sept - City Hall	Chair Lift Maint - Sept - City Hall	Building - Maintenance & Re	10-470-4295	09/01/2016	111.72
Vendor: 2712 - Midwest Sheet Music 09/19/2016	41466 - 6/29/16	Emperata Overture - Sheet Music	Emperata Overture - Sheet Music	Program Supplies	85-485-4210	09/01/2016	58.50
Vendor: 0205 - Midwest Systems Truck Equipment 09/14/2016	71794	Extra tarp for Freightliner dump trucks	Extra tarp for Freightliner dump trucks	Vehicle - Maintenance & Rep	10-470-4285	08/24/2016	124.00
Vendor: 0223 - Missouri Dept. Of Revenue 09/14/2016	Aug '16 CVC Collections	CVC Collections Pmt. - Augus	CVC Collections Pmt. - Augus	Crime Victim Compensation	10-540-5420	08/31/2016	1,396.50
Vendor: 2540 - NAPA Auto Parts 09/14/2016	157070	Oil filter for power washer (12) Qts. Engine oil for Ford Police Interceptors	Oil filter for power washer (12) Qts. Engine oil for Ford Police Interceptors	Equipment - Maintenance & Vehicle - Maintenance & Rep	10-460-4290 10-470-4285	08/02/2016 08/04/2016	6.14 35.88
09/14/2016	157704	(2) 40 amp fuses for stock - 2013 Police Cars	(2) 40 amp fuses for stock - 2013 Police Cars	Vehicle - Maintenance & Rep	10-470-4285	08/08/2016	9.38
09/14/2016	157997	Fab Loom-Split Poly - New car equip. install	Fab Loom-Split Poly - New car equip. install	Vehicle - Maintenance & Rep	10-470-4285	08/10/2016	24.50
09/14/2016	157999	ATC-20 Fuse, Fab loom -split poly - for new car	ATC-20 Fuse, Fab loom -split poly - for new car	Vehicle - Maintenance & Rep	10-470-4285	08/10/2016	27.99
09/14/2016	158731	(2)Emergency Lamp - warning lights on dump truc	(2)Emergency Lamp - warning lights on dump truc	Vehicle - Maintenance & Rep	10-470-4285	08/17/2016	27.98

## Board Approval Report

Payment Dates: 09/11/2016 - 09/17/2016

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/14/2016	160647	Credit for dup. chg - Inv157997	Credit for dup. chg - Inv157997	Vehicle - Maintenance & Rep	10-470-4285	09/07/2016	-24.50
Vendor: 0092 - Northwest Automotive & Croft Trailer							107.37
09/14/2016	86926	Ball mount combo 3 ball - trailer hitch	Ball mount combo 3 ball - trailer hitch	Small Tools & Equipment	10-460-4320	09/01/2016	73.76
Vendor: 2079 - Ozarc/Gas Equipment & Supply, Inc.							73.76
09/14/2016	R 00613497	Cylinder Rental - August	Cylinder Rental - August	Equipment Rental	10-460-4280	08/31/2016	21.50
Vendor: 0141 - Patrick R. Gunn							21.50
09/14/2016	Excess Retainer - Aug 2016	Excess Retainer - August - City Atty.	Excess Retainer - August - City Atty.	Professional Fees	10-420-4165	09/06/2016	6,300.00
Vendor: 0268 - Praxair Distribution Inc.							6,300.00
09/14/2016	74237216	Cylinder rentals - August	Cylinder rentals - August	Equipment Rental	10-470-4280	08/31/2016	101.53
Vendor: 0284 - Safety-Kleen Systems, Inc.							101.53
09/14/2016	71041090	Recycle parts washer solvent	Recycle parts washer solvent	Waste Management Progra	10-470-4360	08/22/2016	168.85
Vendor: 0285 - Sam's Club / GECF							168.85
09/14/2016	999999-Annual Membership	Annual Membership Fee - Sam's Club	Annual Membership Fee - Sam's Club	Dues & Subscriptions	10-430-4260	08/31/2016	45.00
09/14/2016	999999-Annual Membership	Annual Membership Fee - Sam's Club	Annual Membership Fee - Sam's Club	Dues & Subscriptions	10-440-4260	08/31/2016	45.00
09/14/2016	999999-Annual Membership	Annual Membership Fee - Sam's Club	Annual Membership Fee - Sam's Club	Dues & Subscriptions	10-460-4260	08/31/2016	90.00
09/14/2016	999999-Annual Membership	Annual Membership Fee - Sam's Club	Annual Membership Fee - Sam's Club	Dues & Subscriptions	10-470-4260	08/31/2016	90.00
Vendor: 2787 - Servpro Oakville-Mehville							270.00
09/14/2016	3342290	Biohazard cleanup - P.D. Jail Cell - 8/25/16	Biohazard cleanup - P.D. Jail Cell - 8/25/16	Building - Maintenance & Re	10-470-4295	08/31/2016	100.00
Vendor: 0294 - St. Louis Area Insurance Trust							100.00
09/14/2016	1591	2015-16 Worker's Comp Audit Premium	2015-16 Worker's Comp Audit Premium	City Insurance	10-430-4270	09/08/2016	4,677.00
Vendor: 0324 - Terrafl Incorporated							4,677.00
09/14/2016	0000011995	(12) Loads Clean Fill to Landfill - Street work	(12) Loads Clean Fill to Landfill - Street work	Concrete Street Replacemen	50-470-6310	08/22/2016	576.00

## Board Approval Report

Payment Dates: 09/11/2016 - 09/17/2016				Payment Dates: 09/11/2016 - 09/17/2016	
Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number
09/14/2016	0000012065	(4) Loads Clean Fill to Landfill - Hanna Rd.	(4) Loads Clean Fill to Landfill - Hanna Rd.	Streets - Maintenance & Rep	10-470-4310
09/14/2016	0000012105	(1) Load Clean Fill to Landfill - Hanna Rd. Drain	(1) Load Clean Fill to Landfill - Hanna Rd. Drain	Streets - Maintenance & Rep	10-470-4310
Vendor: 2129 - The Newsmagazine Network				Vendor 0324 - Terrafl Incorporated Total:	
09/14/2016	2248-082416	Full page Ad West News - Manchester Homecoming	Full page Ad West News - Manchester Homecoming	Public Relations	65-465-4170
Vendor: 1652 - Tope Plumbing, Inc.				Vendor 2129 - The Newsmagazine Network Total:	
09/14/2016	107365	321 Whitehall - Sewer Repair	321 Whitehall - Sewer Repair	Capital Improvement	70-470-4500
09/14/2016	107366	1703 Blakefield - Sewer Repa	1703 Blakefield - Sewer Repa	Capital Improvement	70-470-4500
09/14/2016	107377	720 Wildview - Camera only	720 Wildview - Camera only	Capital Improvement	70-470-4500
Vendor: 0310 - Treasurer, St. Louis County				Vendor 1652 - Tope Plumbing, Inc. Total:	
09/14/2016	T08211600094004A	Bal due on house inspection	Bal due on house inspection	Professional Fees	10-475-4165
09/14/2016	T08281600094004	(3) Apt Inspections	(3) Apt Inspections	Professional Fees	10-475-4165
09/14/2016	T09041600094006	(8) Apt. Inspections, (2) House Inspections	(8) Apt. Inspections, (2) House Inspections	Professional Fees	10-475-4165
Vendor: 0331 - Treasurer-State of Missouri				Vendor 0310 - Treasurer, St. Louis County Total:	
09/14/2016	Aug. '16 POST COM Collectio	POST Com Collections Pmt. - August	POST Com Collections Pmt. - August	Post Commission Fund	10-540-5440
Vendor: 2018 - Tyler Technologies, Inc.				Vendor 0331 - Treasurer-State of Missouri Total:	
09/14/2016	025-166408	Online Record Search Maintenance - 8/1/16-7/31/17	Online Record Search Maintenance - 8/1/16-7/31/17	Equipment - Maintenance &	10-425-4290
Vendor: 0970 - Ulline				Vendor 2018 - Tyler Technologies, Inc. Total:	
09/14/2016	79682049	6" Blue Plastic Twist Ties	6" Blue Plastic Twist Ties	Field Supplies	65-465-4220
Vendor: 0337 - Valley Material				Vendor 0970 - Ulline Total:	
09/14/2016	160051	(36.) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Ret.	(36.) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Ret.	Concrete Street Replacemen	50-470-6310
09/14/2016	160089	(6) Cu Yds 6 SK Meramec "C" Asphalt	(6) Cu Yds 6 SK Meramec "C" Asphalt	Concrete Street Replacemen	50-470-6310
09/14/2016	160126	(27) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Ret.	(27) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Ret.	Concrete Street Replacemen	50-470-6310
Vendor: 0337 - Valley Material Total:				Vendor 0337 - Valley Material Total:	
Grand Total:				Grand Total:	
				6,367.47	
				64,945.88	

**INTRODUCED BY ALDERMAN CLEMENT**

**BILL NO. 16-2273**

**ORDINANCE NO. 16-**

---

AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2016.

WHEREAS, by Ordinance No. 15-2128, the Board of Aldermen of the City of Manchester adopted the budget for fiscal year 2016; and,

WHEREAS, it is necessary for the City of Manchester to establish and levy a tax upon all real and personal property in the City to produce the level of revenue projected in the fiscal year 2016 budget; and,

WHEREAS, the fiscal year 2016 budget assumed the imposition of a property tax levy for general municipal purposes; and,

WHEREAS, in 2003, the City sold \$6.5 million in general obligation bonds for the construction of a new police facility, including a public meeting space; and,

WHEREAS, in 2012, the City sold \$3.215 million in general obligation bonds to refund the balance of the outstanding Series 2003 Bonds; and,

WHEREAS, the payment of principal and interest for the outstanding Series 2012 General Obligation Refunding Bonds requires the levying of a property tax for the debt service for said bonds; and,

WHEREAS, the tax rates referenced herein have been calculated and reviewed in accordance with Chapter 137 of the Revised Statutes of Missouri.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: A tax rate of Four and One Half Cents (\$0.045) per One Hundred Dollars (\$100) of assessed valuation upon all residential and commercial property in the City of Manchester is hereby established and levied for calendar year 2016 for general municipal purposes.

Section Two: A tax rate of Five Cents (\$0.050) per One Hundred Dollars (\$100) of assessed valuation shall be established and levied upon all personal property in the City of Manchester for calendar year 2016 for general municipal purposes.

Section Three: There is no tax rate levied on agricultural property, as there is no agricultural property in the City at this time.

Section Four: The City elects to reverse the voluntary property tax rate reduction from the year 2014.

INTRODUCED BY ALDERMAN CLEMENT

BILL NO. 16-2273

ORDINANCE NO. 16-

Section Five: A tax rate of Nineteen and Three-Tenth Cents (\$0.193) per One Hundred Dollars (\$100) of assessed valuation upon all residential and commercial, as well as personal property in the City of Manchester is hereby established and levied for calendar year 2016 for the payment of principal and interest of the outstanding Series 2012 General Obligation Refunding Bonds.

Section Six: Penalties for the failure to pay taxes based upon the aforesaid levy shall be the maximum allowed by law.

Section Seven: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF MANCHESTER, MISSOURI

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO LEGAL FORM

\_\_\_\_\_  
City Attorney



# PUBLIC HEARING NOTICE

The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 pm on September 6, 2016 at Manchester Police Headquarters, 200 Highlands Blvd., at which time citizens may comment on the proposed 2016 Property Tax Levy for the City's General Operating Fund and Debt Service Fund. Specific discussion will be regarding the current year rate ceiling and voluntary rate reduction.

[illegible]

	General Operating Fund		Debt Service Fund	
	Proposed Tax Rate General Fund	Proposed Property Tax Revenue	Proposed Tax Rate Debt Service	Proposed Property Tax Revenue
Residential Real Estate	0.045	\$ 111,102	0.193	\$ 476,503
Agricultural Real Estate	0.050	\$ -	0.193	\$ -
Commercial Real Estate	0.045	\$ 21,653	0.193	\$ 92,866
Personal Property	0.050	\$ 22,735	0.193	\$ 87,758
		<u>\$ 155,490</u>		<u>\$ 657,127</u>

**Note:** The Assessed Valuation, as finally equalized has not been received from St. Louis County.

The final calculation has not been verified by the State Auditors Office, revenue numbers are subject to change until verification has been received.

**Posted: August 23, 2016 at 3:00 PM**

**INTRODUCED BY ALDERMAN DIEHL**

**RESOLUTION NO. 16-**

---

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT WITH GERSHENSON CONSTRUCTION CO., INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY-FOUR THOUSAND THREE HUNDRED NINETY-TWO DOLLARS AND TEN CENTS (\$164,392.10), WHICH INCLUDES A FIVE PERCENT (5%) CHANGE ORDER IN THE AMOUNT OF SEVEN THOUSAND EIGHT HUNDRED TWENTY-FIVE DOLLARS (\$7,825.00) TO BE USED FOR UNFORESEEN WORK CONDITIONS, FOR THE HANNA ROAD PHASE 2 ASPHALT MILL AND OVERLAY PROJECT.

WHEREAS, on August 26, 2016, the City of Manchester requested bids for the Hanna Road Phase 2 Asphalt Mill and Overlay Project; and,

WHEREAS, on September 13, 2016, in response to the City's request, six (6) firms, including Gershenson Construction Co., Inc., submitted bids; and,

WHEREAS, the Director of Public Works and the City Engineer have reviewed the submitted bids and believe that the bid submitted by Gershenson Construction Co., Inc. is the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The City Administrator is hereby authorized to enter into an agreement on behalf of the City with Gershenson Construction Co., Inc. for the Hanna Road Phase 2 Asphalt Mill and Overlay Project, pursuant to the specifications for said project. The terms and conditions of such agreement shall be as set forth in the documents upon which the bid of Gershenson Construction Co., Inc. was submitted. The amount to be expended by the City for such project shall not exceed One Hundred Sixty-Four Thousand Three Hundred Ninety-Two Dollars and Ten Cents (\$164,392.10), which includes a five percent (5%) change order in the amount of Seven Thousand Eight Hundred Twenty-Five Dollars (\$7,825.00) to be used for unforeseen work conditions.

Section Two: A copy of the bid proposal from Gershenson Construction Co., Inc. is attached to this Resolution and is incorporated herein by reference thereto and marked Exhibit "A".

Section Three: The City Administrator is hereby authorized to do any and all things necessary in order to carry out the terms and conditions of the contract referred to therein.

Section Four: Payment under this Resolution shall be contingent upon Contractor's execution of such acknowledgements as may be required regarding: (1) Contractor's compliance with all OSHA training and safety requirements, including, but not limited to, completion of the 10-hour Outreach Training Program; (2) Contractor's execution of an Affidavit confirming its compliance with Section 285.530 of the Revised Statutes of Missouri in regard to not knowingly employing any person who is

**INTRODUCED BY ALDERMAN DIEHL**

**RESOLUTION NO. 16-**

an unauthorized alien, (3) Contractor's compliance with Section 107.170 of the Revised Statutes of Missouri pertaining to the Payment Bond requirement on any project with estimated costs in excess of Twenty-Five Thousand Dollars (\$25,000.00), (4) Contractor's compliance with Section 290.210 of the Revised Statutes of Missouri in regard to the Missouri Prevailing Wage Law, (5) Contractor's compliance with Section 34.353 of the Revised Statutes of the State of Missouri as it pertains to using products manufactured or produced in the United States, (6), Contractor's execution of an affidavit confirming its compliance with Section 285.232 of the Revised Statutes of the State of Missouri in regard to requiring a transient employer to show proof that the employer has been issued a tax clearance and has filed a financial assurance instrument, if appropriate, and (7) Contractor's compliance with Section 208.009 of the Revised Statutes of Missouri as it pertains to the proof of lawful presence.

Section Five: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF MANCHESTER, MISSOURI

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Attorney

INTRODUCED BY ALDERMAN DIEHL

RESOLUTION NO. 16-

ACCEPTANCE

The undersigned, on behalf of Gershenson Construction Co., Inc., hereby accepts the foregoing Resolution, in all of its terms, and expressly agrees to be bound thereby and by the terms of Exhibit "A" attached hereto.


GERHENSON CONSTRUCTION CO., INC.

By \_\_\_\_\_  
President or Authorized Officer



# MEMORANDUM

TO: Andy Hixson, City Administrator

FROM: Bob Ruck, Director of Public Works 

SUBJECT: Hanna Road Phase 2 Asphalt Mill and Overlay Project

DATE: September 14, 2016

The 2016 City budget Capital Projects Fund allocated \$125,000.00 for asphalt streets overlay work. From discussion between City staff and the City Engineer representative with Horner & Shifrin, Inc., it was determined the funds should be expended to continue asphalt mill and overlay work on Hanna Road. As previously discussed with the Mayor and Board of Aldermen, the noted amount of funding allocated would not be sufficient to complete the overlay work to the terminus of Hanna Road at Old Meramec Station Road. The Board agreed at that time to allow the expenditure of unallocated federal reimbursement funds from the Henry Avenue Improvements Project to cover any additional costs to fully complete the Hanna Road overlay.

Project specifications were prepared by the City Engineer's office of Horner & Shifrin, Inc. The advertisement for bids was placed in the August 26, 2016 edition of the St. Louis Countian newspaper. In addition, project specifications were distributed by Drexel Technologies, a regional plan distributor for large scale projects. Bids were due by 10:00 a.m. on Tuesday, September 13, 2016, at which time six bids were accepted and opened. A general summary of the bids is as follows with a detailed summary attached to this memo:

<u>FIRM</u>	<u>BID TOTAL</u>
1. Gershenson Construction Co., Inc.	\$156,567.10
2. Ford Asphalt Co., Inc.	\$165,000.00
3. Krupp Construction	\$167,044.65
4. Spencer Contracting	\$189,064.90
5. E. Meier Contracting	\$198,590.90
6. Byrne & Jones	\$210,408.25

The lowest responsible responsive bid was received from Gershenson Construction Co., Inc. (copy attached), a company which has performed major asphalt improvement projects throughout the metropolitan area.

The City Engineer and I recommend the City accept the bid of Gershenson Construction Co., Inc. and award a contract to them in the amount of \$164,392.10 which includes a 5% change order in the amount of \$7,825.00 for unforeseen conditions. I have requested that a Resolution pertaining to this expenditure be prepared and placed on the Board of Aldermen's September 19, 2016 meeting agenda for their consideration and requested approval.

Should you have any questions concerning this matter, please contact me.

attachments

cc: Dave Tuberty, Director of Finance  
Ruth Baker, City Clerk  
Mark Belpulsi, Public Works Superintendent  
Ramin Ashrafzadeh, Horner & Shifrin, Inc.



# ITEMIZED BID FORM

## City of Manchester - Asphalt Overlay

ITEM NUMBER	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
4011209	BITUMINOUS PAVEMENT MIXTURE PG64-22 (BP-1)	TON	1115	68.00	75,820.00
4019905	PAVEMENT PATCH	SY	500	64.00	32,000.00
4071005	TACK COAT	GAL	520	3.00	1,560.00
6221001	COLD MILLING BITUMINOUS PAVEMENT FOR REMOVAL OF SURFACING (3 IN. THICK OR LESS)	SY	10306	1.85	19,066.10
6093010	ASPHALT CURB	LF	618	11.00	6,798.00
6179901	TRAFFIC CONTROL	LS	1	6,879.00	6,879.00
6181000	MOBILIZATION	LS	1	14,444.00	14,444.00
TOTAL:	WRITTEN: one hundred fifty-six thousand five hundred sixty-seven dollars and ten cents NUMBERS: \$ 156,567.10				

PLEASE PRINT:

COMPANY SUBMITTING BID

Gershenson Construction Co., Inc.  
 2 Truitt Dr.  
 Eureka, MO 63025

COMPANY ADDRESS

COMPANY REPRESENTATIVE

Edward Gershenson

REPRESENTATIVE'S TITLE

President

REPRESENTATIVE'S EMAIL

REPRESENTATIVE'S PHONE NUMBER

636.938.9595



Based on the nature of the bids, the City reserves the right to add to or delete any portion of the ASPHALT OVERLAY PROJECT FOR HANNA ROAD PHASE 2

If the bid is accepted, the bidder agrees that work shall be diligently prosecuted at such rate and in such manner as, in the judgment of the City, is necessary for the completion of the work within the time specified as follows in accordance with Sec 108:

**Completion Date: November 18, 2016**

Upon commencement of work the bidder agrees to complete the entire scope of work within the time specified:

**Calendar Days: 15 Calendar Days**

Two (2) Parkway School District Schools are located within the project limits. Typical school hours are as follows:

**Parkway South Senior High School 7:35 a.m. – 2:30 p.m.**

**Hanna Woods Elementary 8:20 a.m. – 3:15 p.m.**

Currently planned off days for the above referenced schools are October 7<sup>th</sup>, 10<sup>th</sup> and November 7, 8<sup>th</sup>. A 2-hour late start is scheduled on Wednesday October 5<sup>th</sup>.

Contractor is responsible for incorporating any future school schedule changes into project scheduling.

**There should be no lane closures during the hours of 7 a.m. – 8:30 a.m. & 2 p.m. – 4 p.m. during the typical school day to facilitate school traffic. Access to school facilities should not be completely interrupted during a school day.**

The bidder agrees that, should the bidder fail to complete the work in the time specified or such additional time as may be allowed by the City under the contract, the amount of liquidated damages to be recovered in accordance with Sec 108 shall be as follows:

**Liquidated damages per day \$ 700.00 (from Project Completion Date of November 18, 2016 or time past 15 Calendar Days after commencement of Work, whichever occurs first.)**

The undersigned hereby represents that he/she has carefully examined the Bid Documents and will execute the Contract and its items, covenants, and conditions all in strict conformance to these requirements.

All materials and equipment furnished by this Contract and all construction involved in this contract shall be, and the same is guaranteed by the Contractor, free from defects owing to faulty materials or workmanship for a period of one (1) year after the date of completion of the above work covered by this Contract and any part, equipment, material or work which proves defective by reason of faulty material or workmanship, within said period of one year shall be replaced by the Contractor free of cost to the

Owner.


It is understood that the City reserves the right to reject any or all bids, to waive informalities in bidding, and to accept the bid most advantageous to the City.

It is further understood that this bid must be submitted before 10:00 a.m. on Tuesday, September 13, 2016 in a sealed envelope marked: "ASPHALT OVERLAY PROJECT" in order to be considered. All bids received after said time will be returned unopened to the bidder.

Included with this Bid are all four (4) Affidavits provided in the Bid Documents and listed below. Each Affidavit has been fully executed, signed by an authorized representative, and notarized as required.

- 1.) Non-Collusion Affidavit (NCA-1) ✓
- 2.) Affidavit for Employment Verification Affidavit (AFF-1) ✓
- 3.) Affidavit for OSHA Safety Training (AFF-3) ✓
- 4.) Affidavit of American Products Purchase (AFF-4) ✓

ATTEST:

  
Secretary  
Title

  
Representative Signature

**Edward N. Gershenson**  
**President**

Edward Gershenson

being duly sworn in oath deposed and states:

- I. That in connection with this procurement,
- a. The prices in this bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other bidder or with any competitor;
  - b. The prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening directly or indirectly to any other bidder; or to any competitor; and,
  - c. No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition.
- II. The undersigned further states:
- a. He is the person in the bidder's organization responsible within that organization for the decision as to the prices being bid herein and that he has not participated, and will not participate, in any action contrary to (I) (a) through (I) (c) above.
  - b. He is not the person in the bidder's organization responsible within that organization for the decision as to the prices being bid herein but that he has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to (I) (a) through (I) (c) above, and as their agent does hereby so certify; and he has not participated, and will not participate in any action contrary to (I) (a) through (I) (c) above.
- III. The Contractor hereby attests to their intent to comply with the American with Disabilities Act (ADA).
- IV. It is expressly understood that the foregoing statements, representations, and promises are made as a condition to the right of the bidder to receive payment under any award made hereunder.

For Corporations

(Corporate Seal)

(Name) indicate if corporation,  
partnership or sole proprietor

**Edward N. Gershenson**

**President**  
(Office held in bidder organization)

ATTEST:

Penny Jo Stewart

SUBSCRIBED AND SWORN TO BEFORE ME  
THIS 13<sup>th</sup> DAY OF Sept 2016.

NOTARY PUBLIC

NCA-1

PENNY JO STEWART  
Notary Public - Notary Seal  
STATE OF MISSOURI  
St. Louis County  
My Commission Expires: Sept. 7, 2018  
Commission # 14530163

INTRODUCED BY ALDERMAN STEVENS

RESOLUTION NO. 16-

---

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI, TO PROVIDE FOR THE CITY'S PARTICIPATION IN THE MULTI-JURISDICTIONAL DRUG TASK FORCE FOR THE PERIOD OF JANUARY 15, 2017 THROUGH JANUARY 15, 2018.

WHEREAS, the St. Louis County Police Department maintains a Multi-Jurisdictional Drug Task Force which, among other things, investigates illicit drug activity in St. Louis County; and,

WHEREAS, the City of Manchester has previously participated in the Multi-Jurisdictional Drug Task Force for a number of years, and,

WHEREAS, the Board of Aldermen has determined that it is in the City's best interest to continue its participation in this valuable and worthwhile program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The City Administrator is hereby authorized to enter into a contract on behalf of the City with St. Louis County, Missouri to provide for the City's participation in the Multi-Jurisdictional Drug Task Force. The terms and conditions of such contract shall be as set forth in the contract attached hereto as Exhibit "A".

Section Two: The City Administrator is further authorized to do any and all things necessary in order to carry out the terms and conditions of the contract referred to herein.

Section Three: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF MANCHESTER, MISSOURI

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Attorney



**ST. LOUIS COUNTY  
MULTI-  
JURISDICTIONAL**



**CONTRACT**

THIS AGREEMENT is entered into as of the 15th day of January, 2017 by and between ST. LOUIS COUNTY, MISSOURI on behalf of the St. Louis County Department of Police (herein after "County"), and the CITY OF MANCHESTER, MISSOURI (herein after "CITY").

WHEREAS, County's Police Department maintains a Multijurisdictional Drug Task Force which, among other things, engages in undercover activities; and

WHEREAS, City wishes to assign one of its detectives to County's Multijurisdictional Drug Task Force upon the terms stated herein; and

WHEREAS, County is authorized to enter into this agreement pursuant to County's Ordinance Number 15,025, 1990; and

WHEREAS, City is authorized to enter into this agreement pursuant to City's Ordinance Number \_\_\_\_\_.

NOW THEREFORE, in consideration of the premises and promises contained herein, the parties agree as follows:

1. The City agrees to provide County with the services of one (1) detective, mutually agreeable to both parties, (Herein after "Detective"), for a period of one (1) year, beginning January 15, 2017 and ending on January 15, 2018, subject to the provisions of paragraph 6 below.
2. The Detective will be under the direct supervision and control of the St. Louis County Police Department.
3. The Detective will be subject to the St. Louis County Police Department's rules and regulations, including, but not limited to, random drug testing.
4. The Detective will be deputized under the St. Louis County Deputization Manual.
5. City remains responsible for Detective's salary, benefits, overtime accrued, and worker's compensation benefits.
6. Either party to this agreement may cancel this agreement with thirty (30) days' written notice. Notice to County shall be deemed delivered if deposited, postage prepaid, addressed to Chief of Police, St. Louis County Police Department, 7900 Forsyth Boulevard, Clayton, Missouri 63105. Notice to City shall be deemed delivered if deposited, postage prepaid, addressed to the City.

7. City shall be entitled to a portion of assets forfeited federally as a result of Multijurisdictional Drug Task Force operations conducted during the period Detective is assigned to the County's Multijurisdictional Drug Task Force, regardless of the location where such assets were seized. The portion shall be computed as of the time of seizure and not the time of distribution. The portion shall be determined by multiplying the assets forfeited by the following ratio:

(number of detectives assigned to County's Multijurisdictional Drug Task Force by City, that is,1)

---

(Total number of Agencies assigned to County's Multijurisdictional Drug Task Force from all sources.)

The County may increase or decrease the number of detectives assigned to the Multijurisdictional Drug Task Force without approval of City. The County may also enter into similar agreements with other municipalities which will affect the number of undercover officers assigned to the Multijurisdictional Drug Task Force from all sources and thereby affect the portion of the forfeited assets to which City will be entitled.

8. City will cooperate with County in preparing the proper documentation for the courts, prosecutors and other law enforcement agencies so that the forfeited assets owed to City are not deposited in a general revenue account of County, but are paid directly to City instead.

9. St. Louis County will provide the necessary specialized equipment for undercover activities, including radio equipment, and other specialized surveillance equipment.

10. All necessary evidentiary and expense funds will be provided by St. Louis County.

11. The Commander of the County's Multijurisdictional Drug Task Force will submit a performance evaluation to City regarding the performance of the participating City detective once every twelve (12) months.

12. The City shall provide proof of Commercial General Liability Insurance in compliance with the sovereign immunity limits for Missouri public entities, which are calculated by the Missouri Department of Insurance and published annually in the Missouri Register within three days of request by St. Louis County. This coverage shall also apply to Civil Rights Claims that may arise. St. Louis County shall remain self-insured regarding claims. The City shall maintain during duration of this agreement Workers' Compensation Insurance. *For those self-insured agencies: A letter of self-insurance with unencumbered balances that meets the statutory cap on a per occurrence basis will be accepted in lieu of Certificate of Insurance.*

IN WITNESS WHEREOF, officials of the parties have affixed their signatures  
and official seals below.

ST. LOUIS COUNTY, MISSOURI

By \_\_\_\_\_  
County Executive

Attest:

\_\_\_\_\_  
Administrative Director

ST. LOUIS COUNTY BOARD OF POLICE  
COMMISSIONERS

By \_\_\_\_\_  
Chairman

Approved:

\_\_\_\_\_  
Chief of Police

Approved as a Legal Form:

\_\_\_\_\_  
County Counselor

Approved:

\_\_\_\_\_  
Accounting Officer

THE CITY OF MANCHESTER, MISSOURI

By \_\_\_\_\_  
Chief Administrative Officer

By \_\_\_\_\_  
Risk and Insurance Manager

Attest:

\_\_\_\_\_  
City Clerk

Approved:

\_\_\_\_\_  
Chief of Police

**INTRODUCED BY ALDERMAN HAMILL**

**RESOLUTION NO. 16-**

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A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT THE SERVICES OF UNITED HEALTHCARE TO PROVIDE HEALTH INSURANCE FOR THE EMPLOYEES OF THE CITY OF MANCHESTER FOR THE YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

WHEREAS, the City of Manchester provides health insurance coverage to its employees as part of the City's compensation and benefits package; and,

WHEREAS, the City's broker, Beattie and Associates, solicited bids from various insurers for group health insurance services on behalf of the City; and,

WHEREAS, the City Administrator has reviewed and analyzed all options brought forward by the City's broker; and,

WHEREAS, the City Administrator recommends that the City accept the services of United Healthcare to provide health insurance for the employees of the City of Manchester for the year beginning October 1, 2016 and ending September 30, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The City Administrator is hereby authorized to accept the services of United Healthcare to provide health insurance for the employees of the City of Manchester for the year beginning October 1, 2016 and ending September 30, 2017.

Section Two: The terms and conditions of said services shall be as set forth in the proposal made as described in Exhibit "A", a copy of which is attached and incorporated herein by reference therein.

Section Three: The City Administrator is hereby authorized to do any and all things necessary in order to carry out the terms of said acceptance of services referred to herein.

Section Four: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF SEPTEMBER, 2016.

CITY OF MANCHESTER, MISSOURI

By \_\_\_\_\_  
Mayor



**INTRODUCED BY ALDERMAN HAMILL**

**RESOLUTION NO. 16-**

---

ATTEST:

---

City Clerk

APPROVED AS TO LEGAL FORM:

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City Attorney

# Exhibit A

## City of Manchester Health Insurance Benefits

Effective October 1, 2016 we will be renewing our health insurance benefits with United HealthCare (UHC). Staff will have **THREE** plans to choose from.

### BASE PLAN - FLEXPOINT (UHC PLAN CODE E9R)

	<b>In-Network</b>	<b>Non-Network</b>
Office Visit Copays	\$35 / \$70 for first 4 combined visits in calendar-year (visits from 1/1/16-9/30/16 count in this total)	50% after deductible
Prescriptions	\$10 / \$35 / \$60	Must utilize in network pharmacy
Prescription Mail Order	\$25 / \$87.50 / \$150	Not covered
Preventive Care	No member cost share if billed as preventive	50% after deductible
Emergency Room	Deductible / coinsurance	Deductible / coinsurance
Urgent Care	\$100 Copay for first 4 visits in calendar-year (visits from 1/1/16-9/30/16 count in this total)	50% after deductible
Deductible	\$5,000 (\$10,000 max per family)	\$10,000 (\$20,000 max per family)
Coinsurance	20% after deductible	50% after deductible
Out-of-pocket Maximum	\$6,250 (\$12,500 max per family)	\$12,500 (\$25,000 max per family)
Note regarding Out-of-pocket maximum	All costs count toward out-of-pocket maximum	- SEPARATE ACCUMULATORS FROM IN NETWORK BENEFITS - ALSO NOTE OUT-OF-NETWORK IS SUBJECT TO <b>BALANCE BILLING</b> , SO THE DEDUCTIBLE OUT-OF-POCKET ETC ARE LIKELY NOT THE ENTIRE AMOUNT A PATIENT WOULD OWE

### BUY-UP PLAN – TRADITIONAL COPAY PLAN (UHC PLAN CODE E9A)

	<b>In-Network</b>	<b>Non-Network</b>
Office Visit Copays	\$25 / \$70	30% after deductible
Prescriptions	\$10 / \$35 / \$60	Must utilize in network pharmacy
Prescription Mail Order	\$25 / \$87.50 / \$150	Not covered
Preventive Care	No member cost share if billed as preventive	30% after deductible
Emergency Room	\$300 copay (waived if admitted)	\$300 copay (waived if admitted)
Urgent Care	\$100 Copay	30% after deductible
Deductible	\$5,000 (\$10,000 max per family)	\$10,000 (\$20,000 max per family)
Coinsurance	0% after deductible	30% after deductible
Out-of-pocket Maximum	\$6,250 (\$12,500 max per family)	\$12,500 (\$25,000 max per family)
Note regarding Out-of-pocket maximum	All costs count toward out-of-pocket maximum	- SEPARATE ACCUMULATORS FROM IN NETWORK BENEFITS - ALSO NOTE OUT-OF-NETWORK IS SUBJECT TO <b>BALANCE BILLING</b> , SO THE DEDUCTIBLE OUT-OF-POCKET ETC ARE LIKELY NOT THE ENTIRE AMOUNT A PATIENT WOULD OWE

## Health Reimbursement Arrangement

The Health Reimbursement Arrangement (HRA) is available to staff choosing the BASE or BUY-UP PLAN. The HRA provides the following for employees as of October 1, 2016. For any claims incurred after October 1 (through December 31, 2016), you are responsible for the first **\$250** of claims subject to the annual **calendar year** deductible and **TWO** deductibles per family (**\$500**). The company promises to reimburse the remaining portion of the deductible(s). The promise made by the firm is an annual dollar amount; if out-of-network benefits are utilized, employee out-of-pocket will be more than \$250 per deductible.

For any claims incurred as of January 1, 2017 you are responsible for the first **\$750** of claims subject to the annual **calendar year** deductible and **TWO** deductibles per family (**\$1,500**). The company promises to reimburse the remaining portion of the deductible(s). The promise made by the firm is an annual dollar amount; if out-of-network benefits are utilized, employee out-of-pocket will be more than \$750 per deductible.

- Your HRA can be used to be reimbursed for expenses which apply to the remaining deductible

	October 1 – December 31, 2016		Effective January 1, 2017	
	First \$250 in deductible	Next \$4750 in deductible claims per person	First \$750 in deductible claims per person	Next \$4250 in deductible claims per person
Employee Only	Employee pays first \$250	Company promises \$4750	Employee pays first \$750	Company promises \$4250
Employee + 1 or more dependents	Employee pays for each deductible (\$250 each)	Company promises \$9500 for each deductible	Employee pays for each deductible (\$750 each)	Company promises \$8500 for each deductible

- Any unused funds will be forfeited upon termination of employment
- Payments received from HRA are not taxable
- HRA Promise is for network deductible, use of non-network providers will not increase company's promise
- You have 90 days after the end of the calendar-year plan year to submit your Explanation of Benefits (EOB) along with your claim form to BeneFlex for reimbursement. After that time, expenses will not be eligible for reimbursement.

## QUALIFIED HIGH DEDUCTIBLE HEALTH PLAN (QHDHP) WITH HEALTH SAVINGS ACCOUNT (HSA) (UHC PLAN CODE AJJV)

	In-Network	Non-Network
Office Visit Copays	Deductible then \$35 / \$70	30% after deductible
Prescriptions	\$10 / \$35 / \$60 after deductible	Must utilize in network pharmacy
Prescription Mail Order	\$25 / \$87.50 / \$150 after deductible	Not covered
Preventive Care	No member cost share if billed as preventive	30% after deductible
Emergency Room	\$300 Copay after deductible (waived if admitted)	\$300 Copay after deductible (waived if admitted)
Urgent Care	\$100 Copay after deductible	30% after deductible
Deductible	\$2,000 (\$4,000 max per family)	\$6,000 (\$12,000 max per family)
Coinsurance	0% after deductible	30% after deductible
Out-of-pocket Maximum	\$6,250 (\$6,850 max per family)	\$12,500 (\$25,000 max per family)
Note regarding Out-of-pocket maximum	All costs count toward out-of-pocket maximum	- SEPARATE ACCUMULATORS FROM IN NETWORK BENEFITS - ALSO NOTE OUT-OF-NETWORK IS SUBJECT TO <b>BALANCE BILLING</b> , SO THE DEDUCTIBLE OUT-OF-POCKET ETC ARE LIKELY NOT THE ENTIRE AMOUNT A PATIENT WOULD OWE

## Health Savings Account

The Health Savings Account is a tax advantaged bank account that is owned by the individual. They are designed to be used in conjunction with a High Deductible Health Insurance Plan. The money contributed to the account is not subject to federal, state or FICA taxes at the time of deposit (Pre-Tax Dollars). You utilize the money in the savings account to pay for medical expenses. Unused funds are portable and roll-over year-over-year.

	2016 Contribution Limits	2017 Contribution Limits
Individual	\$3,400	\$3,450
Family	\$6,750	\$6,750
Employee over 55	\$1,000 (catch up – EXTRA amount)	\$1,000 (catch up – EXTRA amount)
Spouse over 55	\$1,000 (catch up – EXTRA amount)	\$1,000 (catch up – EXTRA amount)

- Within the Qualified High Deductible Health Plan / HSA **EVERYTHING** (except preventive benefits) are subject to deductible and coinsurance.
  - There are **NO** copays until the deductible has been met
- What is COVERED by this plan is EXACTLY THE SAME as the Base & Buy-Up, it is how it is covered (as deductible events vs. copay events) that differs.
- EVERYTHING that is member responsibility accumulates toward deductible and out-of-pocket maximums, even prescriptions.
- Payment for expenses can be made via your HSA bank account using the funds that you have deposited there.
- **You must keep good records on expenses** – use of monies for qualified expenses is required to avoid taxes on spending of the money
- Medical FSA **cannot** be used with this option. Anyone with a FSA election in a calendar-year cannot contribute toward a HSA account in the same calendar-year.
- Dependent Care Flexible Spending Account (Limited FSA) **can** be used with this plan.
- Individuals who are covered by a HSA-compatible health plan are qualified to open a HSA bank account if they are:
  - Not covered by any other non HSA-compatible health plan
  - Not claimed as a dependent on another person's tax return (excluding spouses per IRS code)
  - Not enrolled in Medicare
  - Self/spouse not enrolled in a FULL FSA in same calendar year

For all three plans, please refer to your benefit summary for additional details. You can visit UHC's web site at [www.myuhc.com](http://www.myuhc.com) to investigate your coverage further. See benefit summary for more details regarding coverage. Your COC (Certificate of Coverage) can be found on your myuhc.com member site for the most detailed coverage information.

Virtual Visits & Cost Comparison Tools are available for use via myuhc.com

MONTHLY PREMIUMS effective October 1, 2016			
Coverage Level	BASE PLAN	BUY-UP PLAN	QHDHP WITH HSA
Employee Only	\$63.12	\$121.41	\$0
Employee + Spouse	\$536.51	\$653.09	\$425.87
Employee + Child(ren)	\$418.51	\$520.15	\$319.39
Family	\$891.55	\$1051.85	\$745.27

**INTRODUCED BY ALDERMAN OTTENAD**

**BILL NO. 16-**

**ORDINANCE NO. 16-**

---

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT ON BEHALF OF THE CITY WITH THE CITY OF BALLWIN RELATING TO THE PROVIDING OF POLICE COMMUNICATION SERVICES FOR THE CITY OF MANCHESTER.

WHEREAS, under the Revised Statutes of Missouri, the City of Ballwin is empowered and authorized to contract and cooperate with other municipalities for a common service; and,

WHEREAS, the City of Manchester currently contracts with the City of Ballwin for police communication (dispatching) services; and,

WHEREAS, said agreement with the City of Ballwin will expire on December 31, 2016; and,

WHEREAS, the Chief of Police believes it is in the best interest of the City of Manchester to enter into a new agreement with the City of Ballwin for police communication services.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The Mayor is hereby authorized and directed to enter into an agreement with the City of Ballwin, Missouri for police communication services under the terms and conditions of the Police Service Agreement, a copy of which is attached hereto and incorporated herein by reference thereto as Exhibit "A".

Section Two: The agreement provided for in Section One shall be for the time period beginning January 1, 2017 through December 31, 2022 and shall be subject to annual appropriation by the Board of Aldermen of the City of Manchester. Either party may cancel said agreement upon six months' written notice.

Section Three: The fee to be paid to the City of Ballwin shall be based upon the activity formula referenced in Exhibit "A". Said fee will be reviewed on an annual basis based on the results of an audit performed by the City of Ballwin, a copy of which shall be provided to the City of Manchester. Based on the results of said audit, the fee paid to the City of Ballwin in accordance with this agreement may be adjusted.

Section Four: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

INTRODUCED BY ALDERMAN OTTENAD

BILL NO. 16-

ORDINANCE NO. 16-

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF MANCHESTER, MISSOURI

By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Attorney

## **EXHIBIT A**

### **POLICE SERVICE AGREEMENT**

This agreement made and entered into by and between the **City of Manchester**, a municipal corporation of the State of Missouri, hereinafter referred to as "**Manchester**," and the **City of Ballwin**, a municipal corporation of the State of Missouri, hereinafter referred to as "**Ballwin**,"

**WHEREAS**, the provision of Secs. 70.210-70.320, inclusive, RSMo. 1986 empower municipalities to contract and cooperate with each other for a common service; and

**WHEREAS**, Manchester desires police dispatching, and

**WHEREAS**, Manchester has duly enacted and approved Ordinance #\_\_\_\_\_ a certified copy of which is attached hereto and made a part thereof, authorizing its Mayor to execute this agreement; and

**WHEREAS**, Ballwin has duly enacted and approved Ordinance #\_\_\_\_\_ a certified copy of which is attached hereto and made part thereof, authorizing its Mayor to execute this agreement and to appoint any and all necessary to insure performance of these services to extend to the City of Manchester.

NOW, THEREFORE, IT IS AGREED BY AND BETWEEN MANCHESTER AND BALLWIN AS FOLLOWS:

1. Ballwin shall provide continuous twenty-four (24) hour-per-day, seven (7) day-per-week police dispatching service for Manchester. The dispatching services are intended to include:
  - A. Answering all calls for service that are transmitted by telephone or radio to the Ballwin Communications Center.
  - B. A Primary radio frequency using the City of Ballwin Police Channel through the Emergency Management Commission, hereafter referred to as the ECC. An emergency backup transmitter through the ECC. The radio system will provide coverage as outlined by the ECC agreement.
  - C. Serve as the 911 primary answering point for the City of Manchester. All emergency and non-emergency police related calls are included. Non-police related calls will be referred to the Manchester police station.
  - D. Computer Aided Dispatch service, including dispatch of all emergency and non-emergency calls for service. Manchester's participation with Ballwin's dispatch services can include the provisions of daily, weekly, and/or monthly management information reports on all dispatched and self-initiated calls.
  - E. REJIS and MULES service to include all inquiry and entry related teleprocessing services based on usage either by phone, radio, or in person. This does not include REJIS court docketing. Ballwin communications personnel will assist in the biennial REJIS and MULES re-certification of Manchester personnel. In addition, should Manchester choose, Ballwin communications personnel will provide training as it relates to ECC user updates.

- F. Availability of an emergency radio channel and dispatcher for emergency/unique circumstances. Examples would be pursuit coordination with other agencies, Code 1000, etc.
- G. Programs, such as, "In Safe Hands," "RUOK," "911 Educational Programs," and/or any dispatch/911 educational or public speaking presentations are included as services to the City of Manchester. In addition, Manchester citizens or officials, desirous of observing daily operations in the communications room, will be afforded that opportunity in coordination with the Ballwin Police Operational Support Commander.
2. A monthly report of all police activities shall be submitted to the Manchester Chief of Police prior to the 15<sup>th</sup> day of the following month. Additional reports will be prepared by Ballwin as requested by Manchester on a reasonable and timely basis.
  3. Any official complaints from Manchester involving either an individual employee or the type of police dispatch service provided by Ballwin to Manchester, shall be forwarded in writing from the Chief of Police of Manchester to the Ballwin Chief of Police. All such complaints will be recognized and handled in this manner only. Communications shall be made by the Ballwin Chief of Police as to the final disposition of all such complaints within a reasonable time. If a complaint cannot be resolved by the Ballwin Chief of Police, it will be referred to the Ballwin City Administrator; and if not resolved at this level, the two mayors shall attempt to resolve the issue.
  4. The parties hereto agree that the communications officers and other personnel providing the aforesaid police services to Manchester are employees of Ballwin alone, and nothing herein contained shall be construed to create an employer-employee relationship with Manchester.
  5. In consideration for dispatching, Ballwin shall receive compensation based on the attached formula, marked "Exhibit B," for the initial twelve (12) month period beginning January 1, 2017.
  6. Manchester shall pay Ballwin for the municipal dispatch services set out herein, in accordance with the formula attached hereto, marked "Exhibit B," and made a part thereof. Subsequent annual payments shall be based on an extension of this formula.
  7. The projected costs of police dispatch services for any succeeding year or part thereof during which the contract is in force shall be submitted to Manchester on or before August 1<sup>st</sup> of each year. The cost of the contract, as finally determined, shall be calculated using actual costs from January 1<sup>st</sup> through July 31<sup>st</sup> of each year and estimated/actual costs, whichever are available, for August through December of each year. Actual costs of a preceding year shall be subject to the same cost formulas. If the contract is terminated prior to the normal expiration, Manchester will continue to be responsible for that portion of the final cost that was incurred during the period that the contract was in effect.
  8. This agreement shall be effective for a term of five years commencing with the 1<sup>st</sup> day of January, 2017 and terminating on the 31<sup>st</sup> day of December, 2022. This contract may be terminated sooner by either party giving not less than one hundred eighty (180) days written notice of termination, during the term of the agreement or as otherwise provided in this agreement. In the event a party to this agreement becomes financially insolvent or otherwise unable to satisfy its obligations, either party may terminate this agreement upon giving thirty (30) days written notice of termination to the other party. Due to the



importance of the service being provided, it is agreed by both parties that this agreement will be automatically renewed for a month-to-month basis until or unless terminated by one of the parties.

9. Manchester agrees to indemnify and hold harmless Ballwin and its Mayor, members of the Board of Aldermen, City Administrator, Chief of Police and all other employees of the City, from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising from any action or non-action on the part of the Ballwin Police Department to perform services in excess of or in addition to the services required by this agreement or arising because Manchester contracted with Ballwin for the furnishing of police dispatch services. This paragraph shall not apply in the instance of any dispute between the parties hereto involving the interpretation or enforcement of the provisions of this agreement, but in the event of any such dispute, the prevailing party shall be entitled to recover its reasonable attorney's fees. This paragraph shall not apply in the instance of claims by third parties.
10. Irrespective of any other provisions herein, Ballwin shall, at all times, be responsible for the performance of all actions by its police employees which are performed in the line of duty. Ballwin shall, at all times, maintain an insurance policy providing adequate police liability coverage. Ballwin shall cause to be furnished to Manchester a copy of its police liability policy, and any lapse in said liability policy shall be cause for immediate termination of this agreement at the option of Manchester.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed as of the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF MANCHESTER

\_\_\_\_\_  
David L. Willson, Mayor

ATTEST:

\_\_\_\_\_  
Ruth E. Baker, City Clerk

CITY OF BALLWIN

\_\_\_\_\_  
Tim Pogue, Mayor

ATTEST:

\_\_\_\_\_  
Eric Hanson, City Administrator

Police Department  
300 Park Drive  
Ballwin, MO 63011-3717

Kevin B. Scott  
Chief of Police



(636) 227-9000  
City of Ballwin  
(636) 227-9636  
Fax: (636) 207-2340  
[www.ballwin.mo.us](http://www.ballwin.mo.us)

June 17, 2016

Chief Tim Walsh  
Manchester Police Department  
200 Highlands Blvd. Dr.  
Manchester, Missouri 63011

Re: Communications Contract

Dear Chief Walsh,

As we are in the last year of the current police dispatching contract, which expires December 31, 2016, I wanted to take this opportunity to stress that the Ballwin Police Department is desirous of continuing our police dispatching services for your agency. Our contractual affiliation spans over thirty years, and has been greatly beneficial for both organizations. Our staffs work closely, routinely supporting each other as neighbors. The men and women of the Ballwin Police Department greatly value our partnership.

In preparation of the attached proposal, I met with Mr. Eric Hanson, Ballwin City Administrator, and we reviewed the current Police Service Agreement marked EXHIBIT A, as well as the attached Communications Allocation Costs, 2016 Contract Projections. As you are aware, your current yearly cost for 2016 is \$142,110.96. Three cost considerations were agreed upon to derive this amount:

1. Salaries and fringe benefits of two dispatchers from a 2015 Salary Analysis by Job (\$101,034.18).
2. REJIS costs, calculated at a Manchester transaction rate of 40% of the total number of transactions (\$25,597.98).
3. Fixed Costs & Operating Expenses, based on per capita benefit (\$15,478.80).

As neither Mr. Hanson nor I were party to the conversations pertaining to the current contract, we engaged in discussions regarding our operations within our Communications Division, as well as how to make adjustments to the contract cost projections going forward, as retaining your business is of the highest priority to us. We feel that Fixed Costs and Operating Expenses should not be calculated into any future yearly contract projections, meaning the only cost drivers in a new contract agreement will be:

1. Salaries and Fringe Benefits of two (2) dispatchers, based on a yearly Salary Analysis by Job.
2. REJIS costs calculated at 40% of the total number of transactions.

I have attached the contract projection for upcoming 2017, as well as supporting documentation. As you will see below, the elimination of all Fixed Costs and Operating Expenses from the cost projections will reduce your yearly contract amount by 10.10% in 2017.

COST DESCRIPTION CATEGORY	2016	2017
Salaries & Fringe Benefits (2 Dispatchers)	\$101,034.18	\$100,450.00
REJIS Costs (40% of Total Transactions)	\$25,597.98	\$27,304.40
Fixed Costs & Operating Expenses	\$15,478.80	\$0
Total Costs:	\$142,110.96	\$127,754.40
Costs per Month:	\$11,842.58	\$10,646.20

I am certain you will find these cost adjustments favorable and see the benefits of extending our services. We are hopeful that an additional five year contract would be acceptable to you. I look forward to meeting with you in the very near future to discuss this matter.

Sincerely,



Kevin B. Scott  
Chief of Police

Cc: Mr. Eric Hanson, City Administrator

**CITY OF MANCHESTER  
COMMUNICATIONS ALLOCATION COSTS  
2017 Contract Projections**

DESCRIPTION	2016 ESTIMATED COSTS	PERCENTAGE OF COST	COSTS ALLOCATED TO MANCHESTER	ASSUMPTIONS
Salaries & fringe benefits	\$50,225	2 dispatchers	\$100,450.00	2 Dispatchers from 2016 Salary Analysis by Job
REJIS costs	\$68,261	40.00%	\$27,304.40	REJIS split based on average transaction usage per year
	<b>\$118,486</b>		<b>\$127,754.40</b>	
2017 proposed costs per month for City of Manchester = \$10,646.20				

**Ballwin Communications  
2016 Salary Analysis by Job Title**

**Salaries & Fringe Benefits**

Dispatcher Average	45,103.90
FICA	3,450.45
Single Health Insurance	413.60
Dental Insurance	32.24
Life Insurance	7.00
LAGERS	1,217.81
	<u>50,225.00</u>



# Budget Performance Report

Fiscal Year to Date 12/31/16  
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/	Prior Year Total
Fund 01 - General									Re'd	
EXPENSE										
Department 03 - Police										
Program 32 - Communications										
213036	REJVS									
	Program 32 - Communications Totals	68,261.00	.00	68,261.00	.00	.00	76,091.00	42,170.00	38	67,994.97
	Department 03 - Police Totals	\$68,261.00	\$0.00	\$68,261.00	\$0.00	\$0.00	\$26,091.00	\$42,170.00	38%	\$63,994.97
	EXPENSE TOTALS	\$68,261.00	\$0.00	\$68,261.00	\$0.00	\$0.00	\$26,091.00	\$42,170.00	38%	\$63,994.97
	Fund 01 - General Totals									
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	68,261.00	.00	68,261.00	.00	.00	26,091.00	42,170.00	38	63,994.97
	Fund 01 - General Totals	(\$68,261.00)	\$0.00	(\$68,261.00)	\$0.00	\$0.00	(\$26,091.00)	(\$42,170.00)		(\$63,994.97)
	Grand Totals									
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	68,261.00	.00	68,261.00	.00	.00	26,091.00	42,170.00	38	63,994.97
	Grand Totals	(\$68,261.00)	\$0.00	(\$68,261.00)	\$0.00	\$0.00	(\$26,091.00)	(\$42,170.00)		(\$63,994.97)